



STATE OF CONNECTICUT



DEPARTMENT OF EDUCATION

JOB OPPORTUNITY

TURNAROUND OFFICE SCHOOL AND DISTRICT TRANSFORMATION

EDUCATION DIVISION DIRECTOR

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE
BOTTOM OF THIS PAGE!**

Open To: The Public

Location: 165 Capitol Avenue, Hartford, CT 06106

Hours: 8:00 a.m. – 5:00 p.m.

Job Posting # 00062570– File #789

Salary Range: \$117,084 - \$149,403

Closing Date: June 28, 2013

The Connecticut State Department of Education (CSDE) is currently recruiting for an Education Division Director in the Turnaround Office. The leader will be a senior member of the Chief Turnaround Officer's leadership team.

GENERAL STATEMENT OF DUTIES:

This position reports directly to the Chief Turnaround Officer and works closely with the Commissioner and will serve to develop and implement a high quality system for assessing, monitoring and improving outcomes for students in the lowest performing schools and districts in the state. This position will provide leadership for school and districts identified as Alliance Districts or included as priority or focus schools in Connecticut's No Child Left Behind Flexibility Waiver.

EXAMPLE OF DUTIES:

- Provide ongoing leadership and establish relationships in order to enable the CSDE and the Commissioner's Network schools develop and implement bold comprehensive strategic plans that improve student learning;
- Oversee the staff that provides support to Commissioner's Network schools;
- Identify partners and best practices to work with Alliance Districts and Schools in the Commissioner's Network that have track record of improving students outcomes;
- Oversee the ongoing collaboration between the SDE and the legislatively designated 30 Alliance School Districts in the State of Connecticut;
- Lead efforts to ensure that Alliance Districts are effectively implementing key pillars of reform including:
 - Effective use of Educator and Administrator evaluation and professional learning systems;
 - Building strong pipelines of educator and principal talent;
 - Ensuring every classroom and building is led by an effective and continuously improving educator;

- Ensure Alliance Districts have comprehensive strategies for implementation of the Common Core, related curricula, and necessary instructional practices that will create the positive impact intended by these new standards;
- Ensure that Alliance Districts use ongoing assessment to measure student progress in real time, and design interventions that help students who are falling behind;
- Identify and leverage other districts' and other states' measures of college and career readiness in such a way that makes transparent the critical stages of student progress and the need for intervention;
- Identify and share best practices related to community and parental engagement in the schools of the Alliance Districts and Commissioner's Network.
- Provide effective strategies for staff to enter districts, collect essential data related to district and school performance and assess the effectiveness of districts interventions. Provide leadership within the State Department of Education in conducting school and/or district and school audits and/ or quality reviews;
- Monitor state and federal budget implementation including all aspects of the preparation, processing and implementation of the Title I School Improvement monies and related state grants at both the state and district levels;
- Collaborate with other bureaus within the State Department of Education on alignment of district/school initiatives;
- Develop system for monitoring and supporting districts in the implementation of their Alliance District plans;
- Oversee required federal monitoring of grants such as Title III and Title I;
- Manage and oversee the staff responsible for supporting and providing technical assistance to the Alliance Districts.

QUALIFICATIONS:

Knowledge, Skill and Ability:

Knowledge of philosophies, theories and strategies for school and district reform; ability to think strategically and implement large scale reform; knowledge of issues related to data-driven decision making, leadership, standards-based curriculum, research-based instructional strategies, and summative and formative assessment practices; knowledge of management principles; knowledge of NCLB and state accountability legislation; ability to deal with staff members, parents, teachers, principals, superintendents and higher education faculty; ability to work with adult learners; the ability to prepare comprehensive written reports such as circular letters, resource materials, board materials and program support materials, and the ability to collaborate with external partners and professional organizations.

Minimum Experience and Training Required:

An earned advanced degree and eleven (11) years of professional experience in the field of education or related areas.

Special Experience:

One (1) year of the General Experience must have been in a managerial capacity in the oversight of the development or administration of an educational bureau, system, operation, school or service.

1. Managerial capacity is defined as full time managerial responsibility for a major program. Position will have supervisory responsibilities but the emphasis should be management activities defined as formulating program goals and objectives, developing and implementing program procedures, initiating program policies, developing and/or monitoring a budget.
2. For State Employees, the Special Experience is interpreted at the level of Education Bureau Chief.

Substitution Allowed:

1. A 092 Certificate (Intermediate Administrator), or 093 Certificate (Superintendent), or Sixth Year Diploma in Educational Leadership, or an Ed.D. (Doctorate in Educational Leadership) may be substituted for one (1) additional year of the General Experience.
2. An advanced degree and five (5) years of managerial experience in the oversight of the development or administration of an educational bureau, system, operation, school or service may substitute for the General Experience and the Special Experience.

Preferred Experience and Training:

Knowledge of education policy, applicable laws, understanding of how data can be used to drive decisions that result in improved outcomes for students; strong written and oral communication skill, ability to plan, organize and direct work of large-scale educational services; decision making ability; ability to establish and maintain cooperative relationships with departmental professionals and administrators, administrative staff and higher education institutions, local school systems, other state and federal agencies, business, industry and labor, understanding school design; 3 – 5 years experience working with school or districts on strategic planning and other areas to improve outcomes for students; Experience working with partners to develop improvement strategies for schools; 2 + years of teaching or learning in a school environment; experience managing change in large complex environments with multiple stakeholders and a wide array of divergent points of view; entrepreneurial and collaborative mindset with track record of execution in a time of growth and change; a deep passion for education, a hunger to drive systemic change, and a commitment to the belief that all students can achieve at the higher levels.

The Department encourages those applicants who do not meet the stated qualifications but who believe they possess equivalent qualifications to submit, in addition to their resumes, written statements indicating how their backgrounds and experience qualify them for the position.

APPLICATION PROCEDURE:

Interested candidates should reference announcement #789 submit a letter of application and resume with details of experience and training, three (3) current professional references and an Application for Examination or Employment (CT-HR-12) which may be obtained from the Department of Education website at <http://www.sde.ct.gov> to: **Debra Paradis, Principal Human Resources Specialist, 165 Capitol Avenue, Room G-16, Hartford, CT 06106. Tel. # (860) 713-6695. All required documents must be submitted to be considered for interview.**

Closing date for application: **June 28, 2013**

Anticipated date of employment: **Immediate Upon Selection**

The State of Connecticut Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of **race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction.** Inquiries regarding the Department of Education's nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director/American with Disabilities Act Coordinator, State of Connecticut Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101, Levy.Gillespie@ct.gov.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

#789
6/5/13